

Yadkin County Board of Commissioners
Minutes from Recessed Meeting
(With Department Heads)
June 20, 2007

Members present

Kim Clark Phillips- Chairman
Chad Wagoner - Commissioner
Joel Cornelius - Commissioner
Brady Wooten - Commissioner

Other Staff Present

Eric Williams – County Manager
Gina Brown – Clerk to the Board
Sheron Church – Finance Director

Representing Surry Community College

Dr. Frank Sells – President
Dr. Gary Tilley – Chief Financial Officer
Wayne Matthews – Director of Yadkin Center

Representing Northwestern Regional Library

John Hedrick - Director
Sandy Carter – Regional Library Board

Representing The Arts Council

Mike Orsillo – Executive Director

Representing Board of Elections

Janet Choplin – Director
Jack Shore – Board of Elections Chairman

Representing Dept. of Social Services

Eddie Wooten – Director
Renee Hunter – Financial Officer
Wayne Matthews – JobLink Chairman

Representing 911 Addressing

Rachel Boone – Director
David Matthews – Communications Director

Representing Information Systems

Chris Shugart – Director
Josh Arnder – IT Specialist

Chair Phillips called the meeting back to order at 6:32pm.

GENERAL BUSINESS

Major Danny Widener of the Sheriff's Office presented additional data on a budget amendment postponed from a previous meeting. Data included detailed account activity. This is a typical accounting procedure at fiscal year end. Increased food and lodging costs are attributed to this need for additional funds.

June 18, 2007

General Fund

Dept: Jail

Description	Account Number	Original Budget	Increase/(Decrease)	Amended Budget
Food & Provisions for Prisoners	1054320-52200	225,000.00	100,000.00	325,000.00
Appropriated Fund Balance	1044000-49000	1,640,767.00	100,000.00	1,740,767.00

To amend for expenditures for the Jail in fiscal year 2006-2007.

Vendor List 1054320-52200 Food and Provisions Prisoners

Watauga County	\$103,871.90
Davie County	54,442.00
NC Dept of Corrections	45,394.51
NC Dept of Juvenile Justice	11,049.00
Caldwell County	8,569.48
Wilkes County	4,895.00
Iredell County	1,120.00

Hoots Hospital	\$31,454.00
Aramark	65,934.00
Bob Barker	1,772.59
Brooks Wholesale	791.60

<u>Line Item</u>	<u>Original Budget</u>	<u>Decreased</u>	<u>Revised</u>
1054310-51010			
Salaries and Wages	\$1,190,117.00	55,000.00	1,135,117.00
1054310-51350			
Group Insurance	\$199,728.00	25,000.00	174,728.00
1054310-55150			
Insurance and Bonding	\$80,000.00	20,000.00	60,000.00

Commissioner Cornelius made a motion to approve the budget amendment. Commissioner Wagoner second.

Vote: 3/1 (Wooten against)

In addition, Major Widener reported that his department has 2 un-filled positions and has not had 1 month at full capacity this fiscal year. Major Widener went on to say that the department had 7 deputies to leave within the last year.

BUDGET MEETINGS WITH DEPARTMENT HEADS, STAFF, AND AGENCY DIRECTORS

Surry Community College:

Dr. Sells, Surry Community College President, reported his pleasure of being at tonight's meeting. Dr. Sells stated his appreciation for the collaboration and the relationship with the Yadkin Center. Dr. Sells reported that the Yadkin Center will see much growth over the next couple of years and would like to start planning for that financial burden beginning with this fiscal year. Dr. Sells reported that the local campus will begin to offer more curriculum classes, Early College will start this fall, and other corporate and continuing education classes will be offered. Dr. Sells reported that \$300,000 is best case scenario as part of the local match on a bond referendum for expansion of the current center.

Manager Williams reported that the proposed balanced budget only suggested the capital request and did not include the operating expenses. Commissioner Wooten questioned the \$160,000 line item for maintenance. College representatives explained that line item included maintenance and support of the facility as well as the salary for Wayne Matthews, Yadkin Center Director. Commissioner Wooten questioned the responsibility of Yadkin County to pay salary for a college employee. Dr. Sells reiterated that Mr. Matthews' activities are 100% Yadkin County and that his duties included community liaison and Center Director.

Surry Community College total budget request is \$460,000: \$160,000 in operating expenses and \$300,000 capital outlay for future expansion.

Commissioner Cornelius commented that a community cannot grow without access to higher education.

Yadkin County Arts Council:

Mike Orsillo, Executive Director, outlined the current activities of the local Arts Council as follows:

- In-school arts program
- Scholarships at both high schools for seniors pursuing art education
- Programs at the local libraries
- Harvest Festival programs
- Fiddler's Convention

In addition, Mr. Orsillo presented a virtual drawing of the planned downtown Cultural Arts Center. The Cultural Arts Center will offer much to the community such as classrooms and a downtown lunch activity. Mr. Orsillo reported that \$1 million is the ground-breaking amount and the Council is ¼ of the way to that goal. Mr. Orsillo also explained that this project WILL happen with the support of the arts community, grants, donations, and other financing.

Yadkin County has typically budgeted \$5000 for the Arts Council. The Town of Yadkinville has budgeted \$15,000. Manager Williams' proposed balanced budget included the \$5000 request.

Northwestern Regional Library:

John Hedrick, Director of the Northwestern Regional Library System, provided statistical data on the local libraries usage supporting that the Northwestern Region is a vibrant system and the local libraries are heavily used entities.

Current operating hours are as follows:

- East Bend – 42 hours per week
- Yadkinville – 52 hours per week
- Jonesville – 51 hours per week
- Boonville – 28.3 hours per week

Library representatives stressed the need for additional operating hours. The regional system is heavily automated and there are additional costs associated with technology upgrades. Library representatives remarked that this is the 3rd year without a budget increase, fund balances are painfully lean, and 3 of the 4 local libraries will be over budget by fiscal year-end.

Mr. Hedrick, along with Sandy Carter, Chairman of the Northwestern Regional Library Board, stressed that salaries are the highest priority for this fiscal year and without adequate funding, the Library Board may be forced to substitute book budgets for salaries. According to a recent pay plan study, regional library employees are 21.64% behind market rates. There is a 29% turnover rate in the 4-county area. Ms. Carter remarked that turnover costs money.

Mr. Hedrick reported that Board of Commissioners of 3 of the 4 counties had assured the Library Board of requested funding. Chair Phillips answered that she could not justify increases for library personnel when the County is unable to meet a similar request for compensating emergency personnel at local market rates. Chair Phillips did assure library representatives that their needs would be considered when the budget is debated.

Elections:

Jack Shore, Chairman of the Board of Elections, reported the possibility of 5 to 8 elections in this fiscal year. Some of those include:

- construction referendums
- town elections
- bond referendum
- presidential primary

Janet Choplin, Elections Director, reported that they continue to budget for additional electronic equipment. Commissioner Wooten asked if electronic voting equipment was mandatory. Director Choplin reported that electronic equipment is not mandatory but is reimbursed \$3000 per precinct by the state for the purchase and use of electronic voting equipment. Director Choplin also reported a maintenance contract on equipment. Manager Williams proposed budget included \$213,820 for Elections. There were no other major areas of concern or discussion.

Chair Phillips called for a recess at 8:00pm. Meeting reconvened at 8:11pm.

Department of Social Services:

The Board of Commissioners and DSS staff revisited the budget amendment for laptops and licensing fees postponed from a previous meeting. Eddie Wooten, DSS Director, explained that these laptops will be used by Adult Services Caseworkers who make home visits and home assessments. Services can be more efficient by completing documents while in the home and then downloaded at the office. Director Wooten also explained that some customers are disabled or homebound and unable to make office visits. Chris Shugart, IT Director, explained that \$7,245 of the proposed amendment is to cover laserfiche for technology already in place in DSS.

**YADKIN COUNTY DEPARTMENT OF SOCIAL SERVICES
BUDGET AMENDMENTS
June 2007
EXPENDITURES**

Line Item	Account	Budgeted	Increase/ Decrease	Amended
Equipment	1055300 56010	298,248	13,750	311,998
Medicaid County Portion	1055400 57970	2,114,247	(13,750)	2,100,497
TOTAL		2,412,495	-0-	2,412,495

**Chair Phillips made a motion to approve the budget amendment.
Commissioner Wagoner second.
Vote: 3/1 (Wooten against)**

Director Wooten requested the following positions in his proposed budget:

(1) IT Specialist, Richard Burchette, is returning from military service. DSS is requesting that this IT specialist be specifically assigned to DSS only. Director Wooten, as well as Renee Hunter, Finance Officer, explained that this position could receive a larger reimbursement by the state if paid out of the DSS budget. Some discussion took place. Commissioner Wooten asked if there was a need for an additional IT specialist and if the department anticipated an increased workload of 30%. IT Director, Chris Shugart, answered by saying that there are more technology needs than ever before. There are automation and technology

needs in all departments and the return of this position will allow the IT Department to catch-up and move forward on projects that have been postponed. (2) Increase in the Foster Care caseload and out of home placements have forced a need for an additional Foster Care Social Worker. Board members questioned why the caseload rise in Yadkin County as opposed to level rates or declines in neighboring counties. Director Wooten suggested that Yadkin County is more diligent in protecting children. Director Wooten also reminded the Board that judges make decisions on removing children from the home, not the staff. In addition, cost of legal fees rise as a result of court cases. Attorney Ben Harding has been overwhelmed by the recent number of cases.

(3) The vacant position of JobLink Coordinator for the Yadkin JobLink Career Center has been on hold per the County Manager. Director Wooten reported that a candidate had been selected and is ready to enter that position once the hold is released. Commissioner Cornelius questioned the mandate and the need for the position. Director Wooten, along with JobLink Chair, Wayne Matthews, explained that DSS is mandated to be a part of the JobLink Center. The JobLink concept is to provide a one-stop center for customers seeking employment assistance. In addition, this position assists potential Work First customers in pursuing other avenues to avoid public assistance. Commissioner Cornelius commented that the Employment Security Commission's recent move to the JobLink should help facilitate those same services.

Other budget concerns of the JobLink were discussed. Commissioner Cornelius questioned the \$17,000 budgeted amount for rent to house 3 employees in the JobLink Center. Commissioner Cornelius suggested eliminating the JobLink Coordinator position and moving the 2 remaining employees to the Adult Services Building cutting over \$70,000 in salary, benefits, and rent. Director Wooten explained that this is not paid out of county money. Finance Officer, Renee Hunter added that Maintenance of Effort (MOE) money is used for salaries and rent at the JobLink Center. Maintenance of Effort is federal TANF funding that must be met in order to receive the same funding level the following year. Commissioner Cornelius asked if the county would lose money by not filling the vacant position. Ms. Hunter remarked that they would lose federal money if the MOE money is not spent.

Board members had concerns with the amount of part-time positions. Proposed budget included 6 processing assistants. Ms. Hunter explained that those positions are used at various times throughout the year. Commissioner Wooten asked if DSS could lose 10 positions and still provide the required services. Director Wooten responded that the number of applicants cannot be controlled and services must be provided to those that are eligible.

Board of Commissioners had concerns about the number of vehicles allowed for DSS. The Board had a subsequent discussion of using a county motorpool. Director Wooten commented that the concept was great; however, in order to receive reimbursement, the vehicles would have to be billed through DSS.

Director Wooten reminded the Board that even though the DSS budget is \$53,762,719, only \$4,300,000 is county money. The remainder is reimbursed by state and federal funds.

Other budget concerns included \$6800 for Bald Eagle Technologies. This expense involves an interactive program called Vision XT that links DSS general assistance programs with other area assistance programs such as Yadkin Christian Ministries and Tri-County Christian Ministries. This technology prevents duplication of services and funding for the same participant. The Board agreed that this was a worthy expense.

As budget discussions continued, Commissioner Wooten commented that the DSS Board should be responsible for budget review and budget accountability. Commissioner Cornelius, who serves on the DSS Board, agreed that the DSS Board has not been adequately fulfilling their role by reviewing and authorizing DSS activity and expenditures.

Director Wooten discussed attorney fees explaining that Valerie Zachary provides assistance for all child support matters and Ben Harding provides assistance for child protective service matters. Commissioner Wooten questioned if these expenses could be cut by hiring an in-house attorney. Director Wooten commented that the workload for these activities is such that 2 attorneys would be required and that the expense of 2 full-time attorneys may not be cost effective.

The General Assistance Program was briefly discussed. Finance Officer Hunter explained that these funds are used for customers with urgent needs that do not meet other program regulations, such as fuel oil, medicines, and power bills.

Commissioners Wooten and Cornelius were concerned over recent matters of contracted transportation services. Commissioner Wooten was concerned about the DSS Director's failure to respond to a proposal from YVEDDI. Director Wooten explained that he has not contracted with any service provider at this point and intends to use both available transportation providers, YVEDDI and Cape Fear. Director Wooten stated that the quality of service provided by Cape Fear was a better benefit than the lower rates of YVEDDI. Director Wooten stated that there had been many complaints about YVEDDI's service. Cape Fear transportation does not generate complaints and allows DSS to eliminate a transportation worker as Cape Fear agreed to provide this service as part of the contract. A copy of the proposals from both service providers were circulated among the Board. Commissioner Wooten stated that the data was insufficient and wanted to see a spreadsheet comparing costs and services. Director Wooten agreed to provide that by the Board's next meeting.

Other budget matters discussed included foster care payments, psychological services, and the state estimated Medicaid multiplier. DSS budget review was complete.

Chair Phillips called for a recess at 9:47pm. Meeting reconvened at 9:56pm.

911 Addressing:

Manager Williams' major concern for this department is that 911 Addressing encompasses so many other aspects of county government including Information Technology, Communications, Fire and Emergency Services, and Tax Administration and fears that Director, Rachel Boone, is overburdened. Director Boone's duties have recently included replacing road signs one day per week.

Technology exists to link various systems for the benefit of several departments and the proposed Mobile Video Project is just one of those software packages. Manager Williams' proposal included moving Director Boone's physical space to the Planning and Permit Building under the direct supervision of Information Services. This will not affect title or salary. Replacement of road signs will be reassigned to the staff under Solid Waste Director, Cheri Cranfill. 911 Addressing staff and Information Systems staff will continue to work on automation and integration technology.

Information Systems:

There were no major budget issues for this department. Manager Williams continued to support the idea of a payroll study and possible reclassifications at some point in the future but did not include that in this budget. Current salaries plus any approved COLA increases are budgeted. All other budget requests were related to technology upgrades and enhancements.

ADDITIONAL GENERAL BUSINESS

Manager Williams reported that the Household Solid Waste Ordinance will be presented at the next regular meeting.

Manager Williams reported on a visit by the Friends of the East Bend Public Library with concerns over capital funding for their building project.

Manager Williams reiterated that DSS Director Wooten would provide more detailed data on transportation costs and proposals at the next meeting of the Board.

Manager Williams provided the schedule of further budget meetings with Department Heads as follows:

Thursday, June 21, 2007 at 7:00pm:

Agricultural Extension

Soil and Water

Finance

Administrative

Governing Body

Yadkin County Schools

The Board discussed procedures for Public Hearing on the proposed budget. The Board was in agreement that this was public comment only. Questions, explanations, or discussion by the Board would not be a part of this session. In addition, no other business matters will be discussed. Chair Phillips asked Clerk to provide a sign-in sheet and call on the visitors to speak based on the order in which they signed in.

Manager Williams reported to the Board that Animal Control Officer, Jerry Hutchens, had been requested to participate in a live interview and discussion with PETA on WSJS Radio. Board members agreed that this is not an appropriate situation for a department head and instructed Manager Williams to decline the interview. Further discussion continued concerning the role of county employees speaking to the media. The Board was adamant that all interviews or questions from the media should be directed to the County Manager. The Board instructed Manager Williams to inform the Department Heads immediately of this decision. It was further explained that the Clerk can clarify public information discussed at Board meetings to the media.

Commissioner Wagoner made a motion to recess until Thursday, June 21, 2007 at 7:00pm. Commissioner Cornelius second.
Vote: 4/0

Meeting adjourned at 11:05pm.

Prepared and Approved by Clerk to the Board